

WEST GOSHEN SEWER AUTHORITY
REGULAR MEETING
January 4, 2023
7:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, January 4, 2023, at the West Goshen Township Administration Building. Those present were:

<u>Authority</u>	<u>UTBF</u>	<u>Administration</u>	<u>HRG</u>
Theodore Murphy	Ryan Jennings	Mike Moffa	Josh Fox
Tina Smith		Dave Woodward	
Carter Membrino			
Shaun Walsh			
Walt Wills			

1. The regular meeting of the Authority was called to order at 7:00 PM by Chair, Ted Murphy.
2. This meeting was the reorganization meeting. Ted Murphy announced UTBF would remain as solicitor and HRG would remain as the Authority engineer for 2023 (vote to retain took place during the December 2022 meeting). Ted Murphy asked for requested changes to board member roles. Shaun Walsh relinquished role as Secretary. Tinamarie Smith made a motion to nominate Ted Murphy as Chair, Shaun Walsh as Vice Chair, Walt Wills as Treasurer, and Carter Membrino as Secretary. Walt Wills seconded the motion. Approved 5-0
3. The Authority meeting minutes for the regular meeting of December 7, 2022, were motioned for approval by Tinamarie Smith. Seconded by Walt Wills. Approved 5-0

Current Open Actions were reviewed:

WGSA Shaun suggested creating agenda items for March to definitively cover the I&I research issue. Action Items set forth from the December 2022 meeting minutes are included for reference. Ryan Jennings needs to hear suggestions from HRG before making an opinion on the proposed I&I strategy. The I&I issue will begin to be addressed by the April 2023 meeting, including setting monthly goals with deadlines for concrete steps.

A. Action Items from December 2022 meeting minutes

- 1) What inspection methods have proven to be most successful? E.g., Use of lateral cameras to video evidence of failed lines. Obtain additional information on the best approaches, cost of equipment, resources needed, Mr. Rehab capability, etc. **ACTION: Mike M/Dave W.**
 - 2) What experience/recommendations do HRG have to address I&I concerns? What does PMAA recommend? **ACTION: Cory Salmon/HRG**
 - 3) Provide legal input to the ability of WGSA to have inspection access to properties/laterals and to mandate repairs, etc. **ACTION: Ryan Jennings**
 - 4) Consider how to identify most problematic areas (flowmeter data?); Property inspection during Building Permit approvals; Other ideas. **ACTION: Authority Members**
- B. Mike Moffa completed contacting participating municipalities regarding anticipated invoice amounts for capital investments to be billed in 2023
- C. Josh Fox brought a forecasted payment schedule and WGSA drawdown plans for projects in progress or planned for 2023.
- D. Ted Murphy requested an executive session to review security measures and improvements. **This session will be held on February 1, 2023, at 4:30 PM at the**

Public Works Building. Requested attendance is township personnel, board members, and the authority engineer.

- E. Walt Wills began reviewing township budget in anticipation of updating the rate increase model. No action taken.

4. Authority Chair and Member Announcements

- A) Ted Murphy announced the next regular meeting of the Authority will be held at the Township Administration Building Main Meeting Room on February 1, 2023, at 6 PM
- B) HRG submitted grant applications on December 21, 2022, to CFA for the Phase 3: Sanitary Sewer Interceptor Rehabilitation Project (requesting \$3,082,600.00) and 2023 Sewer Rehabilitation Project (requesting \$421,260.00)

5. Solicitor's Report dated December 28, 2022, was presented by Ryan Jennings.

A) Development

- a) No updates.

B) Miscellaneous Activities in December

a) i) Taylor Mill Road Pump Station Project – Real Property Acquisition

On November 2nd, the Authority Board approved the execution of the Agreement of Sale and Addendum thereto with the 544 Taylors Mill Road property owner (Codruta Vitoc). Following the November 2nd public meeting, at which time the Authority Board, Staff, and HRG further discussed the matter (including the draft Agreement of Sale, reverse subdivision approval process, requisite zoning relief, title insurance, and deed matters), the Agreement of Sale and Addendum were finalized. **ACTION ITEM: Mike Moffa is coordinating execution of the documentation by Seller and the Authority (Ted Murphy).**

ii) Taylor Mill Road Pump Station Project – Zone Hearing Board Application

HRG is working on the West Goshen Township Zoning Hearing Board (ZHB) Application on behalf of the Authority for the requisite special exception zoning relief required for the Taylor Mill Road Pump Station Project. The subdivision plan had some small changes between the planning commission application and HRG plans, small changes in setbacks and areas didn't match, so HRG is working to update the final changes and has submitted for township review. New township zoning official had comments that HRG addressed. Legal descriptions and numbers needed to match for the sub-division plan. Going before ZHB (application went in from the solicitor) on January 23, 2023.

Planning commission meeting is on January 9, 2023. Expected to have the written decision by the 4th Monday of February (though they have 45 days). Solicitor still expects closing to occur between March and April, in line with the original timeline.

b) Priority B Interceptor Project – Contract No. PB-1

Precision Trenchless, LLC was not recognized as a qualified or responsive bidder by the Sewer Authority Board on September 7, 2022. The contract was instead awarded to Mr. Rehab, LLC (with a contract price of \$1,078,160.00). On September 16, 2022, counsel for Precision Trenchless sent a letter, addressed to HRG to dispute the Authority's rejection of Precision Trenchless, LLC's bid. HRG informed Precision Trenchless why it was not awarded the contract. On October 25, 2022, counsel for Precision Trenchless sent a letter seeking a response to its protest from HRG. HRG responded on November 10, 2022. Since that time, nothing further has come of this matter.

6. Mike Moffa presented the Wastewater Superintendent Report for December 30, 2022.

A. General Compliance Status and Miscellaneous Operational Data.

In compliance with permit. 120.5 million gallons were processed at an average of 3.98 million gallons per day. 324 tons sludge were processed in December. Noted 0.041

phosphorous content tentative (6 of 8 measurements available in time for this meeting) for the month of December 2022. Note the phosphorous number reporting going forward will be the final number for the two months ago rather than tentative number for the preceding month.

6. The Treasurers Report dated January 4, 2023, was presented by Walt Wills (See report for details).
 - A) Discussion and possible approval of Application for Payment No. 5 for Contract WW-2 (Westtown Way Pump Station Improvements Electrical Contract) to Brendan Stanton, Inc. in the amount of \$46,543.62 (bond requisition #797). Walt Wills made a motion to accept, Tinamarie Smith second. Approved 5-0
 - B) Discussion and possible approval to issue final payment to Evoqua (Contract PR-18-1) in the amount of \$127,422.00 (bond requisition #798). Walt Wills made a motion to accept **contingent upon resolving the outstanding warrantee issues to the satisfaction of HRG**, Tinamarie second. Josh Fox stated there is a potential concern with bearings, suggested considering approving based on addressing outstanding warranty issues (resolving the equipment). 2 of the 10 gearboxes on site have a similar issue, HRG is going to ask for an extended warranty. Josh Fox suggested the Authority consider procuring spare gearboxes in case of future failures. Approved 5-0
 - C) Discussion and possible approval to pay Help-Now, LLC \$1,000.00 for SCADA Site Wiring in the Sewer Administration Office (bond fund requisition #802). Walt Wills made a motion to accept, Shaun Walsh second. Approved 5-0
 - D) Discussion and possible approval to pay Brandywine Valley Heating and Air Conditioning, Inc. \$19,885.00 for the installation of a Lochinvar FTX400 Fire Tube Gas Boiler (tapping fee requisition #2187) – Walt Wills made a motion to accept, Carter Membrino second. Approved 5-0
 - E) Discussion and possible approval to pay Emergency Systems Service Company \$60,437.00 for the supply and delivery of an MTU Generator and ASCO Automatic Transfer Switch for the Fernhill pump station (tapping fee requisition #2189). Walt Wills made a motion to accept, Tinamarie second. Approved 5-0
 - F) Discussion and possible approval to pay Ferguson Enterprises LLC \$10,726.08 for the supply and delivery of a Lochinvar FTX400 Fire Tube Gas Boiler (tapping fee requisition #2190) Walt Wills made a motion to accept, Carter Membrino second. Approved 5-0
 - G) Discussion and possible approval to pay the remainder of the bills set forth in the Treasurer’s Report, to include Bond Requisition numbers 799 – 801, 803, 804, Tapping Fee Fund requisition numbers 2185, 2186, 2188, 2191 and Developer’s Invoices. Walt Wills made a motion to accept, Ted Murphy second. Approved 5-0

Walt Wills sent report detailing the CD laddering. A CD was reaching maturity on January 6, 2023. Walt recommended another 90 day CD purchase to include an \$850,000 payment from West Goshen Township to increase the amount to be invested. Walt Wills is going to reach out to township finance director to push for this payment (\$850,000). Mike Moffa will request payment from East Goshen for the remaining \$573,703 (Westtown Way Pump Station) owed from the township.

7. Engineer’s Report dated December 29, 2022, was presented by Josh Fox (See report for details).
 - A) Contracts WWTP-19-1; WWTP-19-2; and WWTP 19-3: WWTP Phase II Improvements (007608.0447) - The COMAG performance testing has been successfully completed and HRG is working through the Closeout of the Project. HRG has completed the Closeout Documents for

Contract WWTP-19-3 (Cuick Precision). HRG has compiled and distributed the Closeout Documents to all respective parties. The Final Invoice from Evoqua has been received in and after final payment their Contract will also be closed out. Josh advised that the new PECO service for the Westtown Way Pump Station has been installed and the new electrical generator and docking station commissioned. It is anticipated construction work will resume in the March/April timeframe with project completion in mid-to-late summer.

- B) Westtown Way Pump Station Upgrade (007608.0464) - The General Contractor (CPS) continue to be offsite since they are awaiting equipment (Switchboard, VFDs and Pipe) in order to progress with construction as planned. The delayed equipment is anticipated to be delivered in the first Quarter of 2023, but specific delivery dates have not been identified.
- C) Priority B Interceptor Repairs Project (007608.0458) - A Preliminary Construction Schedule was submitted to HRG. The schedule indicates that the Contractor anticipated starting their initial investigation to confirm pipe lengths and diameters the week of January 30, 2023. Initial Shop Drawings have been submitted for the CIPP liner, Manhole Rehabilitation materials and bypass pumping. HRG is continuing with the review of the Shop Drawing Submittals. A meeting with the Contractor, Township Staff, HRG and the affected Business Owners will be scheduled on site prior to the start of Construction to discuss anticipated access requirements and construction schedule.

8. Developer's Activity Report dated December 29, 2022, was presented by Josh Fox (See report for details). Shaun Walsh asked if there had been any recent communication with Greystone Partners regarding the general status or timeline of the next stages for development. Nothing has been returned from them recently.

- A) Greystone Partners (DD126) - The Andrew Drive sewer extension Work is substantially complete, and HRG is awaiting the final CCTV data. All other testing has been completed and record drawings have been provided by the Developer.
- B) 1115 Pottstown Pike (DD 282) HRG has received and reviewed the Land Development Plan (Submission 1). A letter containing comments was sent to the Township on December 22, 2022.
- C) 328 Westtown Road (West Chester Kia [DD 283]) - HRG has received and reviewed the Land Development Plan (Submission 1). A letter containing comments was sent to the Township on December 22, 2022.
- D) 220 Garfield Avenue and Lincoln Ave (DD 284) - HRG has received the Land Development Plan (Submission 1) on December 27, 2022. HRG will review the plan and send a letter containing comments to the Township next month.

Carter Membrino motioned to adjourn the meeting at 8:00 PM, seconded by Tinamarie Smith.
Approved 5-0.

Respectfully submitted,

Carter Membrino,
Secretary